



California Arts Council

ORGANIZATIONAL SUPPORT PROGRAM 2001-02 SECOND-YEAR REPORT

FORM & INSTRUCTIONS

Urgent!

According to our records, your organization applied to and was funded by the CAC's Organizational Support Program in 2000-01. The program operates on a two-year cycle. In order to be considered for 2001-02 funding, you must submit a Second-Year Report by the deadline of the discipline category that you applied to in 2000-01. Refer to the chart below to determine the appropriate deadline. Note: The Organizational Support Program has established separate deadlines for Second-Year Reports and Full Applications.

Postmark Deadlines 2001

DISCIPLINE	2nd Year Deadline	STAFF CONTACT	
ASOP	January 16, 2001	Anne Bourget	
Dance	January 16, 2001	Rob Lautz	
Literature	APRIL 2, 2001	Ray Tatar	
Media Arts	March 12, 2001	Anne Bourget	
Multi-Disciplinary	February 5, 2001	Anne Bourget	
Music—PG	January 8, 2001	LeGrand Rogers	
Music—PFST	January 8, 2001	LeGrand Rogers	
Theater	January 22, 2001	Ray Tatar	
VISUAL ARTS	January 8, 2001	TBA	



Gray Davis Governor of California

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Web: www.cac.ca.gov Email: cac@cwo.com

Office Hours 8 a.m. - 5 p.m. Monday through Friday **Purpose**: The California Arts Council (CAC), a state agency, was established in January 1976 to encourage artistic awareness, participation, and expression; to help independent local groups develop their own arts programs; to promote employment of artists and those skilled in crafts in the public and private sector; to provide for exhibition of artworks in public buildings throughout California; and to enlist the aid of all state agencies in the task of ensuring the fullest expression of our artistic potential.

The Council: The appointed Council of the CAC consists of 11 members who serve four-year staggered terms. The Governor appoints nine members; the Legislature appoints two. Council members serve without salary, elect their own chair, and meet throughout the state to encourage public attendance. This body sets policy and has final approval of CAC grants.

Mission: The mission of the CAC is to make available and accessible quality art reflecting all of California's diverse cultures; to support the state's broad economic, educational, and social goals through the arts; to provide leadership for all levels of the arts community; and to present effective programs that add a further dimension to our cities, our schools, our jobs, and our creative spirit.

Funding: The CAC is a state agency, funded primarily from the state's annual budget process, supplemented with funds from the National Endowment for the Arts. Its grants are usually matched by foundations, individuals, earned income, government agencies, or other organizations.

Information Access: Due to the Public Records and Open Meeting Acts, applications and their attachments are not confidential and may be requested by the media and/or public. Observers may attend but may not comment on, participate in, or in any way interfere with panel meetings. Contact the CAC for meeting dates and locations.

Grants Panels: Applications are evaluated by panels of experts, recognized in their respective fields, who rank applications according to program criteria. The CAC staff provides information but not recommendations to the panel. The Council reviews panel recommendations before making final funding decisions.

Appeal Process: Appeals to CAC funding decisions must be submitted on an official Appeal Form, available from the CAC, and postmarked within 45 days of the decision. Appeals are heard only on the following grounds:

- 1. Assessment based on a misstatement of factual information as contained in the application such that it negatively influenced the panel's assessment of the applicant's request for funding; and/or
- 2. Incorrect processing of the required application materials such that it negatively influenced the panel's assessment of the applicant's request for funding.

Note: Dissatisfaction with award denial or with award amount is not grounds for appeal.

Requirements: The CAC is mandated both by federal and state regulations to fund only organizations that have proof of nonprofit status under sec. 501(c)(3) of the Internal Revenue Code (Fiscal Receivers are eligible in some programs), or under sec. 23701d of the California Revenue and Taxation Code, or entities that are a unit of government; and that comply with the Civil Rights Act of 1964, as amended; sec. 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975; the Drug-Free Workplace Act of 1988; California Government Code secs. 11135-11139.5 (barring discrimination); the Fair Labor Standards Act, as defined by the Secretary of Labor in part 505 of title 29 of the Code of Federal Regulations; the Americans With Disabilities Act of 1990 ("ADA"); the Fair Employment and Housing Act; and the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

Ownership, Copyrights, Royalties, Credit: The CAC does not claim ownership, copyrights, royalties, or other claims to artwork produced as a result of a CAC grant. However, the CAC CAC reserves the right to reproduce and use such materials for official, noncommercial purposes. In addition, the CAC requires documentation of grant activity and appropriate credit for CAC partial support.

ATTENTION

Take time to familiarize yourself with the secondyear reporting requirements.

All organizations that wish to be considered for 2001-02 funding must submit either a Full Application or a Second-Year Report (refer to page X for *Application Cycles*). If you submit the incorrect application (a Full Application instead of the required Second-Year Report or visa versa) you will not be considered for funding. There will be no exceptions.

MAJOR CHANGES TO THE SECOND-YEAR REPORTING REQUIREMENTS

The 2001-02 Second Year Report has been significantly revised from the prior year. Major changes include:

- Applicants are no longer asked to project an award amount for the 2001-02 grant year in their *Organizational Budget Summary*.
- The deadlines for Music PG and PFST are the same—the deadline is January 8, 2001.

The CAC will continue to calculate an applicant's maximum eligible request based on their total cash income in the most recently completed fiscal year at the time of application.

If recommended for funding, the applicant's award amount will be based on the following elements: maximum eligible request (based on the Request Chart on page 2), the rank given by the review panel, and available funds. Grantees will be required to detail the expenditure of grant funds as a part of the contracting process by providing both a narrative and project budget once they have been notified of their award. As a point of reference, recent award levels have ranged from 27% of a request for applicants ranked at the "4" level to 11% for those ranked "3-".

DEADLINE EXTENSIONS

Deadline extensions will not be granted under any circumstances. If a deadline is missed, your organization will not be considered for funding in 2001-02.

We strongly recommend that applicants submit their materials through a system that is able to provide verification of delivery, such as *Return Receipt Requested* offered through the U.S. Postal Service.

Second-year Reports submitted by electronic transmission (e.g. Fax or E-mail) will not be accepted unless requested by CAC staff.

AWARD NOTIFICATION

Panel recommendations will be presented to the California Arts Council for approval at its September 2001 public meeting. Applicants will receive notice of the Council's decisions in October. The contract period will begin November 1, 2000, and end September 30, 2002.

SECOND-YEAR REPORTING REQUIREMENTS

To be completed by 2000-01 Organizational Support Program grantees requesting Second-Year support for a two-year period. As a Second-Year applicant, you are required to address only the following questions. Do not send any supplementary materials.

Send an original and one (1) copy by the postmark deadline to:

Organizational Support Program — Second-Year Report California Arts Council 1300 I Street, Suite 930 Sacramento, CA 95814

Complete the following:

- 1. Applicant Description, page 1; and
- 2. Organizational Budget Summary, pages 4-6.

Please respond to the following questions and attach your answers to the items above. Number your responses as indicated:

Evaluation of 2000-01 OSP support: Use no more than two pages single-sided to respond to questions 1-4.

- 1. What organizational activities are being supported by the 2000-01 CAC funds?
- 2. What overall benefits or measurable results came from these CAC-supported activities?
- 3. What proposed grant activities will not be undertaken and why?
- 4. What significant artistic and/or administrative changes have taken place in your organization?
 - Attach a listing of your organization's programs/activities/exhibitions for 2000-01. Use no more than two pages single-sided to respond.

Plans for 2001-02 OSP support: Use no more than two pages single-sided to respond to questions 1-4.

- 1. What are your organization's major goals for 2001-02?
- 2. Describe any anticipated changes to your organization's administration or programs for 2001-02.
- 3. Describe any changes in your organization's outreach efforts for 2001-02 and how your relationship to the community will be affected?
- 4. Describe how CAC funds will be used in 2001-02.
 - Attach a list of your organization's planned programs/activities/exhibitions for 2001-02. Use no more than two pages single-sided to respond.

ORGANIZATION APPLICATION 2001-02 SECOND-YEAR REPORT

Api	PLICANT DESCRIPTION	FISCAL RECEIVE	ER, IF APPLICABLE	
1.	Name of Organization	5. Name of Fiscal 1	Receiver Organization	
	popular name		yer ID #	
	legal name, if different	6. Address		
	Federal Employer ID #			
2.	Address	7. City		_CA
		8. ZIP Code		
3.	CityCA	9. County		
4.	ZIP Code	0. Contact Person		
5.	County			
6.	Contact Person on Board of Directors	first name 1. Telephone (last name	
7.	first name last name Administrative Director			
8.	first name last name Artistic Director	2. Certification		
9.	first name last name Contact Person	f the Internal Revenue axation Code, or that onsistently engaged in f application; that applied ec. 504 of the Rehabili	nt organization has proof of nonprofit status under sec. 50 to Code, or under sec. 23701d of the California Rever t applicant is a unit of government; that applicant has arts programming for a specific number of years prior dicant complies with the Civil Rights Act of 1964, as an litation Act of 1973, as amended; the Age Discriminat	nue and as been to time nended tion Act
	first name last name	Government Code secs. 1	isions of the Drug Free Workplace Act of 1988; and Ca 11135-11139.5 (barring discrimination); that applicant co andards Act, as defined by the Secretary of Labor in p	omplies
	title		of Federal Regulations; the Americans With Disabilities ployment and Housing Act; and the Personal Responsibilities	
10.	Telephone ()	Vork Opportunity Reco	conciliation Act of 1996; that applicant has its principalia; has completed prior contract evaluations, if applications	al place
11.	Fax ()	as approval of applican	nt's board of directors or other governing body. I hereby knowledge and belief, the data in this application and	certify
12.	Email	ttachments hereto are tr		ili aliy
13.	Web address:			
14.	Applicant Discipline			
APPL	ICANT	ISCAL R ECEIVER (IF APPLICA	CABLE)	
signa	ture, authorized board member date	gnature, authorized board	d member date	
typed	name and title	ped name and title		

REQUEST CHART

1999-00 Total Income	Approximate Request Amount	1999-00 Total Income	Approximate Request Amount
\$4,000 - \$24,999	\$4,000 or 30% of total cash	\$1,300,000	\$81,894
	income (whichever is greater)	\$1,400,000	
	(2)	\$1,500,000	
\$25,000 - \$49,999	30% of total cash income	\$1,600,000	
		\$1,700,000	
\$50,000 - \$200,000	\$18.000	\$1,800,000	
	\$19,498	\$2,000,000	
	\$20,969	\$2,200,000	
	\$22,416	\$2,400,000	
	\$23,841	\$2,600,000	
	\$25,245	\$2,800,000	
	\$26,630	\$3,000,000	
	\$27,997	\$3,200,000	
	\$29,347	\$3,840,000	
	\$30,681	\$4,480,000	
	\$32,000	\$5,120,000	
\$420,000	\$33,304	\$5,760,000	
	\$34,595	\$6,400,000	
	\$35,873	\$7,040,000	
	\$37,137	\$7,680,000	
	\$38,390	\$8,320,000	
	\$39,632	\$8,960,000	
\$540,000	\$40,862	\$9,600,000	
	\$42,082	\$10,240,000	
	\$43,291	\$10,880,000	
	\$44,490	\$11,520,000	
	\$45,680	\$12,160,000	
	\$46,860	\$12,800,000	
	\$48,032	\$13,440,000	
\$680,000	\$49,194	\$14,080,000	\$403,040
	\$50,349	\$14,720,000	
\$720,000	\$51,494	\$15,360,000	\$420,398
\$740,000	\$52,632	\$16,000,000	\$428,492
\$760,000	\$53,762	\$16,640,000	\$436,216
\$780,000	\$54,885	\$17,280,000	\$443,585
\$800,000	\$56,000	\$17,920,000	\$450,612
\$820,000	\$57,108	\$18,560,000	\$457,309
\$840,000	\$58,209	\$19,200,000	\$463,687
\$860,000	\$59,303	\$19,840,000	\$469,758
\$880,000	\$60,390	\$20,480,000	\$475,531
\$900,000	\$61,471	\$21,120,000	\$481,015
\$920,000	\$62,545	\$21,760,000	\$486,220
\$940,000	\$63,613	\$22,400,000	
\$960,000	\$64,675	\$23,040,000	
	\$65,731	\$23,680,000	
	\$66,781	\$24,320,000	
	\$71,946	\$24,960,000	
\$1,200,000	\$76,980	\$25,600,000.±	\$512,000

ORGANIZATIONAL BUDGET SUMMARY INSTRUCTIONS - FOR PAGE 4

An organization whose purpose is not solely arts production, presentation, or service must complete the Organizational Budget Summary to reflect their arts activities budget only.

REMINDERS ON COMPLETING BUDGET SUMMARY

Do:

- Use "other" lines and attach schedules as needed;
- Use notes to explain and clarify the budget line items where changes are significant from year to year (10% or more);
- · Fill in all columns; and
- · Check arithmetic.

Do Not:

- · Change, alter, or combine lines;
- Include in-kind support, except on line XII;
- Include portions of your budget not relevant to arts programming;
- Include endowment, capital funds and/or loans, except as indicated on page 6.
- · Include pass-through support, except on line XIII.

For each fiscal year, complete appropriate budget categories. Complete, as is the case, the surplus income or deficit and the accumulated surplus or deficit in the lines provided. Describe on page 6 under Budget Notes the plans to reduce the deficit or use the surplus.

Observe the following general rules:

- Follow lines exactly as printed; do not cross out, alter, or combine lines.
 Use lines marked "Other" in each category to accommodate special reporting needs (attach schedules where appropriate).
- Limit this budget to activities directly pertinent to arts programming.
 Do not include indirect costs.
- Be certain that in-kind support is reflected only on line XII.
 Remember, this is a cash budget. Call CAC staff person if you have questions regarding "in-kind."
- The budget page is to cover four full years. If your fiscal year corresponds to the calendar year, include budgets for 1999, 2000, 2001, and 2002. If you changed your fiscal year during this period, adjust figures to the best of your ability so each column reflects exactly 12 months. Provide a budget note on page 6 to clarify.
- Complete the Budget Notes and Schedules section, page 6, where
 necessary to explain circumstances that might appear problematic;
 for example, to clarify unusually large increases or decreases; to
 explain why certain figures appear large or small for an organization
 of your kind; to explain plans to retire a deficit or use a surplus; to
 explain why figures on Budget Summary page may differ from those
 in in-house budgets and financial statement. A portion of the page
 has been set aside for budget notes.
- You are required to attach schedules for lines marked "Other." The Budget Notes section of page 6 can be used if space permits.

Definitions

I. A. Contributed Income

- Federal Government: Cash support from grants or appropriations by federal agencies, including the National Endowment for the Arts (NEA). Use a note to indicate which NEA theme is the source of the grant.
- State Government: Cash support (other than this request) from the CAC or other state agencies.
- Local/Municipal Government: Cash support from grants or appropriations by city, county, in-state regional, and other government agencies.

- Individual Contributions: Cash support from private individuals; e.g., donations from patrons, boards of directors, etc.
- Business/Corporate Contributions: Cash support.
- Foundations: Cash support from private or community foundations. (Note: List corporate foundation support on line 5.)
- Memberships: Cash support (usually dues) from constituents or patrons who receive membership privileges.
- Fundraising: Include gross proceeds from benefits, or other special events. Include contributions from guilds and auxiliaries. Do not include income from bookstores, restaurant, or other nonprogram-related activities. These should be listed on Earned Income lines

I. B. Earned Income

- Admissions: Revenue from admissions, tickets, subscriptions, etc.
- · Touring: Revenue from touring activities.
- Contracted Services: Contract revenue from specific services (usually with an organization or unit of government), including performance or residency fees, etc.
- Tuition/Workshops: Revenue from sale of services (usually to individuals), such as classes, workshops, training.
- Product Sales: Earned revenue from other sources, such as catalog sales, advertising space in programs, parking, etc.
- Investment Income: Dividends, interest, capital gains and their proceeds, including earnings from endowments if used for operations.
- Other: Other sources, if any, such as net income from bookstores, restaurant, or other non-program related activities, if such income is used to support operations.
- II. A. Personnel Expenses: Include salaries, wages and benefits for employees, payment to consultants.
 - Artistic/Administrative/Technical: For Full-Time, include all yearround and permanent staff; for Other, include all part-time, project based, seasonal, collaborating, and consulting personnel.

II. B. Operating Expenses

- Facility Expenses/Space Rental: Rental of office, rehearsal facilities, theater, hall, gallery, etc., and overhead for basic utilities. Also include non-structural renovations and improvements. Do not include capital expenditures.
- Marketing: Marketing, publicity, and promotion, not including payments to personnel listed above (II. A.). Include: costs of newspaper, radio, and television advertising; printing and mailing of brochures, flyers, or posters; food, drink, and space rental when directly connected to promotion, publicity, or advertising.
- Production/Exhibition: Costs of artistic production, including: electricity, storage, photo supplies, publication purchases, sets and props, equipment rental, insurance fees, trucking, shipping, and hauling expenses not entered under Travel.
- Travel: All travel connected with personnel, including fares, hotels, and other lodging expenses, food, taxis, gratuities, per diem payments, toll charges, mileage, allowances.
- Fundraising Expense: Total cost of fundraising activities. Fundraising expenses should relate to fundraising events included in contributed income
- Other Operating Expenses: Be sure to attach a schedule if amount
 of this line exceeds 10% of total expenses. Include loan payments,
 interest charges, miscellaneous administrative expenses not covered
 above; yearly acquisitions budget or insurance.

ORGANIZATIONAL BUDGET SUMMARY AND BUDGET NOTES AND SCHEDULES

Fiscal Year begins (month) _____ This budget page is to cover four full years, 12 months per year. If your fiscal year corresponds to the calendar year, include budgets for 1999, 2000, 2001, and 2002.

Operating Budget Only

		1998-99	1999-00	2000-01	2001-02
I. INCOM	ΙΕ	(actual)	(actual)	(current)	(projected)
A. Cont					
	Federal Government				
2.	State Government (do not include this request)				
3.	Local/Municipal Government				
4.	Individual Contributions				
5.	Business/Corporate Contributions				
6.	Foundations				
7.	Memberships				
8.	Fundraising Events (gross)				
9.	Other:				
	Subtotal Contributed				
D.F.	1				
B. Earn					
	Admissions				
11.	Touring				
12.					
	Tuition/Workshops				
	Product Sales/Concessions				
	Investment Income				
16.	Other:				
	Subtotal Earned				
17. G	Grand Total Income (A+B)				
II. EXPE	NSES				
II. EXPE	NSES onnel*				
II. EXPE	NSES onnel* Artistic Full-time				
H. EXPERA. Person 18.	NSES onnel* Artistic Full-time Other Artistic				
H. EXPERA. Person 18.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time				
II. EXPE A. Perso 18.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative				
II. EXPE A. Perso 18.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time				
II. EXPE A. Perso 18.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production				
II. EXPE A. Perso 18.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time				
II. EXPE A. Perso 18. 19.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel				
II. EXPE A. Perso 18. 19. 20.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel rating Expenses				
II. EXPE A. Perso 18. 19. 20.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel rating Expenses Facility Expenses/Space Rental				
II. EXPE A. Perso 18. 19. 20. B. Oper 21. 22.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel rating Expenses Facility Expenses/Space Rental Marketing				
II. EXPERA. Person 18. 19. 20. B. Open 21. 22. 23.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel rating Expenses Facility Expenses/Space Rental Marketing Production/Exhibition				
II. EXPERA. Person 18. 19. 20. B. Open 21. 22. 23. 24.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel rating Expenses Facility Expenses/Space Rental Marketing Production/Exhibition Travel				
II. EXPERA. Person 18. 19. 20. B. Open 21. 22. 23. 24. 25.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel rating Expenses Facility Expenses/Space Rental Marketing Production/Exhibition Travel Fundraising Expenses (gross)				
II. EXPERA. Person 18. 19. 20. B. Open 21. 22. 23. 24.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel rating Expenses Facility Expenses/Space Rental Marketing Production/Exhibition Travel Fundraising Expenses (gross) Other (if greater than 10% of budget,				
II. EXPERA. Person 18. 19. 20. B. Open 21. 22. 23. 24. 25.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel rating Expenses Facility Expenses/Space Rental Marketing Production/Exhibition Travel Fundraising Expenses (gross) Other (if greater than 10% of budget, you must attach a separate schedule)				
II. EXPERA. Person 18. 19. 20. B. Open 21. 22. 23. 24. 25.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel rating Expenses Facility Expenses/Space Rental Marketing Production/Exhibition Travel Fundraising Expenses (gross) Other (if greater than 10% of budget,				
H. EXPELA. Person 18. 19. 20. B. Open 21. 22. 23. 24. 25. 26.	NSES onnel* Artistic Full-time Other Artistic Administrative Full-time Other Administrative Technical Production Full-time Other Technical Production Subtotal Personnel rating Expenses Facility Expenses/Space Rental Marketing Production/Exhibition Travel Fundraising Expenses (gross) Other (if greater than 10% of budget, you must attach a separate schedule)				

III. Surplus (Deficit) at year

^{*} Read corresponding instructions on page 3. Provide footnotes on page 6 to break down personnel expenditures.

ORGANIZATIONAL BUDGET SUMMARY INSTRUCTIONS - FOR PAGE 6

- III. Operating Surplus (Deficit): Enclose deficit figures within parentheses.
- IV. Carryover Fund Balance at Beginning of Year. Include only operating funds. Do not include value of endowments, cash reserves, restricted funds, or capital assets. For 1999-2000 actual, current and projected years, this figure should correspond to line VII of the previous column.
- V. Accumulated Surplus: Add item III, plus item IV, if appropriate.
- VI. Other Net Adjustments: Include fund transfers, special gifts, etc. Indicate deficit adjustments within parentheses.
- VII. Balance at Year End: Carry this figure forward to line IV of the next year.
- VIII. Balance of Endowment Fund: Indicate the balance of the organization's endowment fund. Provide notes detailing major increases and/or decreases to fund.

- IX. Cash Reserves: Indicate the balance, with notes detailing major increases and/or decreases.
- X. Balance of Non-Operating Capital Funds: Such as construction or building funds. Provide notes detailing major increases and/or decreases to fund.
- XI. Loans/Lines of Credit: Indicate the balance of all outstanding loans. Provide notes detailing the reason for the loan, the organization's repayment plan, and term of the loan.
- XII. In-kind Contributions: Includes the value of in-kind contributions including services, capital acquisitions, space rental, and volunteer services, (artistic, administrative, and technical). If the total exceeds 10% of total income (line 17), attach a schedule.
- XIII. Pass-Through Funds: Include any funds received as a fiscal agent for the benefit of another organization(s).

Organization Name:

OSP , 2001-02 Second-Year Report , Form & Instructions

ORGANIZATIONAL BUDGET SUMMARY (CONTINUED)

		1998-99 (actual)	1999-00 (actual)	2000-01 (current)	2001-02 (projected)
III.	Operating surplus (deficit) from previous page				
IV.	Carryover fund balance at beginning of year; surplus or (deficit)				
V.	Accumulated surplus (deficit) (item III plus item IV; if appropriate, describe below under Budget Notes the plan to reduce deficit or utilize surplus)				
VI.	Other net adjustments to operating budget (explain below)				
VII.	Balance at year end (item V plus Item VI)				
VIII.	Balance of endowment fund (if applicable)				
IX.	Cash Reserve				
X.	Balance of non-operating capital fund(s) (if applicable)				
XI.	Loan(s), outstanding (specify nature of loans in budget notes below)				
XII.	In-kind contributions (attach schedule if greater than 10% of total income)				
XIII.	Pass-through funds (i.e., as fiscal agent, etc.)				

Budget notes and Schedules

You are **required** to provide budget notes to explain significant changes (10% or more) in income and expense line items from year to year. If necessary, attach detailed schedules based on the organization's financial statements. (**Note: unexplained changes in income or expenses and surplus/deficit positions from year to year may reflect negatively on your application.**)



California Arts Council

Organizational Support Program Second-Year Report 1300 I Street, Suite 930 Sacramento, CA 95814

Check out the latest news!

In order to better serve you, we've increased the ways in which you can contact us:

Phone: 916-322-6555 Fax: 916-322-6575 Email: cac@cwo.com Web site: www.cac.ca.gov

This application can also be found on our Web site and downloaded onto your printer. For more information, visit our Web site or email the California Arts Council at cac@cwo.com

